

Subject: Request Determination if CID Permit is Required - Event: Hollywood Media District BID Annual Stakeholder Meeting September 28, 2017
From: Lisa Schechter <lisa@mediadistrict.org>
Date: 08/24/2017 12:20 PM
To: <pcpermits@lapd.online>
CC: Eugene Andrews <eugene.andrews@lacity.org>, "doug.devine@lacity.org" <doug.devine@lacity.org>

Dear Inspector Wong:

Pursuant to our conversation this afternoon, here are the particulars of our scheduled event - please review at your earliest opportunity and advise me if we are required to apply for a CID Permit through the LAPD Police Commission:

1. Hollywood Media District BID - 501.c4 Non profit organization - public benefit
2. Venue: At The P Address: 832 N. Cole Avenue, Hollywood, CA 90038
3. Date of Event: September 28, 2017
4. Time of Event: 5pm - 8:30pm
5. Title of Event: 17th Annual Stakeholders Meeting
6. Anticipated guests: 60
7. Valet Parking - Curbstand
8. Parking arrangement with private parking lot - TVC, Red Studios, Milk Studios
9. Purpose of Event: It is required under our contract with the City to hold an annual meeting with all of the Hollywood Stakeholders. This meeting is subject to the Brown Act and is open to all public to attend.
10. Attached is the LAFD sign off on site plan (Fire Inspector: Eugene Andrews Phone: 213-978-3653)
11. Serving beer and wine through caterer - As you like it catering (they hold the abc license)
12. Serving light dinner
13. 4 piece jazz combo

Any questions please advise.

Lisa Schechter
Executive Director
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MediaDistrict.org

—Attachments:—

HMD Stakeholders Approved Site Plan LAFD 08.24.2017.pdf 67.4 KB